



TOWN OF BUENA VISTA CERTIFICATE OF OCCUPANCY AUTHORIZATION FORM

Process: Before a final inspection will be conducted by the Chaffee County Building Department and a Certificate of Occupancy issued, the departments listed below that are not initialed must inspect and approve the listed project. Please contact the referenced departments when you are ready to have an inspection. **It is the responsibility of the permit holder to circulate this sheet and obtain all necessary signatures prior to issuance of any Certificate of Occupancy.**

A Temporary Certificate of Occupancy will only be permitted by the Town of Buena Vista for unfinished landscaping. All other required improvements must be completed prior to issuance of a Temporary Certificate of Occupancy.

Building Site Address: _____	Building Permit Number: _____
Owner: _____	Owner Phone: _____
Builder: _____	Builder Phone: _____
Mailing Address: _____	Zoning: _____
Subdivision _____	Lot/Block _____
Original Permit Approval Date: Town _____ County _____	

	<u>Initial/Date</u>
<i>Fire Code Compliance</i>	_____
Comments: _____	_____
_____	_____
_____	_____

<i>Town Engineer- Rachel Friedman</i>	_____
Comments: _____	_____
_____	_____
_____	_____

<i>Planning and Land Use – Shannon Haydin</i>	_____
Subdivision Requirements (date paid)	
_____ Curb Gutter and Sidewalk Fee/Installed	_____ School Fee
_____ Tree Fee	_____ Other Fee
Comments: _____	_____
_____	_____
_____	_____

See other side

Initial/Date

Sewer Fees – BV Sanitation, Patty Andreas

Date Sewer tap paid in full _____

Comments: _____

Water

Water Utility Billing Tap Fee Paid _____

Public Works Water Department, Roy Gertson- Installation/Inspection _____

Should you have any questions, please contact the appropriate department.

Fire: (719) 395-8643 x. 15
Public Works: (719) 395-6898
Town Engineer (719) 395-6898
Planning: (719) 395-8643 x.15
Water: (719) 395-8643 x. 11
BV Sanitation District: (719) 395-8095